CITY OF HOUSTON

Job Posting

1	*Applications accepted from:*	**ALL PERSONS INTERESTED**
2	*Job Classification*	**PROGRAMMER ANALYST I (GRANT POSITION)**
3	*Posting Number*	**PN #113244**
4	*Department*	**HOUSTON POLICE**
5	*Division*	**TECHNOLOGY SERVICES**
6	*Section*	**N/A**
7	*Reporting Location*	**33 ARTESIAN, 2ND FLOOR**
8	*Workdays & Hours*	**MONDAY – FRIDAY, 8:00 A.M. – 5:00 P.M.***
		***Subject to change**

9   *DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS*
Supports the Applications Support Section's responsibilities defined in the Technology Services Division's Standard Operating Procedures. Designs, writes, and implements computer programs. Ensures the successful completion of assigned projects by auditing all deliverables with the users. Responsible for weekly application status reports on current application activities. Develops and assists user departments in the definition of databases and requirements for proposed systems and system modifications. Assess users' needs through direct communications, site reviews, and system analysis. Serves as a resource for computer operations and provides emergency response 24 hours a day to resolve program interruptions. Provides assistance to application programmers and other analysts. Provides input for developing departmental technology direction. Reviews new technologies and develops plans for the department to stay current with technological developments.

10   *WORKING CONDITIONS*
The position is physically comfortable, the individual has dis

11   *MINIMUM EDUCATIONAL REQUIREMENTS*
Requires a Bachelor's degree in Computer Science, Mathematics, Management and Information Systems, or a closely related field.

12   *MINIMUM EXPERIENCE REQUIREMENTS*
One year of experience in systems analysis, design, programming and/or a closely related field is required.

Directly related professional experience may be substituted for the education requirement on a year-for-year basis.

13   *MINIMUM LICENSE REQUIREMENTS*
Must have a valid Texas Class "C" driver's license and be in compliance with the City of Houston's policy on driving. (AP 2-2).

14   *PREFERENCES*
Preference will be given to candidates with experience in C#, .NET, XML as well as Visual Basic, Microsoft Access, SQL Server, Oracle, HTML, and Web development.

15   *SELECTION/SKILLS TESTS REQUIRED*
None, however the Department may administer a skills assessment evaluation.

16   *SAFETY IMPACT POSITION*   X Yes   No
If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.

17   *SALARY INFORMATION*
Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The minimum to midpoint of this salary range is:

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Salary Range – Pay Grade 16
$946.00 - $1,336.00 Biweekly $24,596.00 - $34,736.00 Annually

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18   *OPENING DATE*   September 20, 2006

19   *CLOSING DATE*   October 10, 2006

20   *APPLICATION PROCEDURES*
Original applications only and resumes are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker St., 1st floor. **Our TDD (Telephone Device for the Deaf) phone number is (713) 837-9471. For application status inquiries, please call (713) 308-1300. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.**

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An equal opportunity employer

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L.R./J.B.A. 452.1